



Montgomery County Department of Permitting Services

255 Rockville Pike

Rockville, MD 20850

240-777-6240 Fax: 240-777-6262

<http://permittingervices.montgomerycountymd.gov>



STATEWIDE RECIPROCAL LICENSE PROCEDURE

MASTER & LIMITED MASTER ELECTRICIAN

An applicant who is reciprocating from the State of Maryland is qualified to be licensed in Montgomery County without examination by the Montgomery County Board of Electrical Examiners provided that the applicant holds an active state license prior to applying. A licensee whose principal place of business is legally established in the state or who is a resident of this state is eligible under the reciprocity system. Reciprocity shall be granted to the licensee to obtain only the initial reciprocal license in the state of Maryland. A licensee whose license is suspended or revoked or who has a record of violations of the regulations in any one jurisdiction within this state, at the time of applying, may not be eligible under the reciprocity system.

1. Complete application in full.
2. Submit with:
 - A. Check in the amount of \$220.00 (non-refundable), which covers application processing
 - B. Options for photo submittals are as follows;
 - a. Mail us a front-faced professional looking photo (e.g. no sporting activities photos, no drivers licenses, no beach photos) on a 3 ½ disk (JPEG format). The disk should be saved accordingly (John Doe) with the individual's name and packaged in a protective container or adequate cushioning material.
 - b. Come into the office and a photo will be taken **OR**
 - c. E-mail us an electronic photo at DPS@montgomerycountymd.gov
 - C. Signed Photostatic copy of current Statewide license showing the Electrical Business' name, your renewal date and license number.

*Please note that Limited Masters licenses will be issued for **ONLY** the area of limitation indicated on your copy of the current Statewide license. Letter from the State of Maryland **MUST** support changes.

2. Application is then forwarded to the Board of Electrical Examiners for review.
3. If the Board determines that the applicant meets the qualifications, the application package is then forwarded for processing.
4. The applicant is then issued an identification card, which must be carried at all times while performing electrical work within Montgomery County, under the jurisdiction of this office.

Company for who applicant will master **MUST be licensed with Montgomery County.

*****A10% Automation Enhancement Fee will be added to all fees listed.**